



DEPARTMENT OF THE NAVY
OFFICE OF THE CHIEF OF NAVAL OPERATIONS
2000 NAVY PENTAGON
WASHINGTON, DC 20350-2000

Canc frp: May 2022

OPNAVNOTE 5400
Ser DNS-12/21U102018
18 May 2021

OPNAV NOTICE 5400

From: Chief of Naval Operations

Subj: ESTABLISHMENT OF COMMANDING OFFICER, SUBMARINE READINESS
SQUADRON THREE FOUR

Ref: (a) OPNAVINST 5400.44A
(b) OPNAVINST 5400.45

1. Purpose. To approve Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM) request to establish Commanding Officer, Submarine Readiness Squadron (SUBREADRON) THREE FOUR, per reference (a).
2. Applicability. This notice applies to COMUSFLTFORCOM; Commander, Naval Submarine Force, Atlantic (COMSUBLANT); and Commanding Officer, SUBREADRON THREE FOUR.
3. Background. COMUSFLTFORCOM requests to establish SUBREADRON THREE FOUR in order to support operational submarines, new submarine construction and addressing and maintaining the operational fleet needs during Chief of Naval Operations maintenance availabilities to generate combat ready submarines to meet mission tasking and generation for combatant commanders.
4. Organizational Changes. Effective 1 June 2021 with immediate publication, the changes in this paragraph apply:
 - a. Establishment

COMMANDING OFFICER
SUBMARINE READINESS SQUADRON THREE FOUR
9168 SECOND AVE STE 200
NORFOLK VA 23511-2318

(SNDL: 28K1) (UIC: 3991F)*
(PLA: SUBREADRON THREE FOUR)

*(SNDL: Standard Navy Distribution List; UIC: unit identification code; PLA: plain language address)

b. Mission. SUBREADRON THREE FOUR provides centralized operational, logistic and administrative support to Commander, Submarine Squadron (COMSUBRON) SIX and COMSUBRON EIGHT; submarines homeported in Norfolk, VA undergoing new construction or maintenance availabilities and ensuring personnel, staffs and submarines achieve and maintain a level of training, personnel and material readiness necessary to carry out their assigned missions.

c. Chain of Command

- 2 COMUSFLTFORCOM (00060)
- 3 COMSUBLANT (57016)
- 4 SUBREADRON THREE FOUR (3991F)

5. Action.

a. COMUSFLTFORCOM will take appropriate action, consistent with reference (a), to carry out the establishment action approved in this notice, including notification to the UIC management system of the formal establishment of UIC 3991F as SUBREADRON THREE FOUR.

b. Master Update Authority, Honolulu, HI will add the PLAs in the Central Directory Component via messaging systems effective upon COMUSFLTFORCOM request to Commander, Naval Network Warfare Command N612 (COMNAVNETWARCOM N612), 112 Lake View Pkwy, Suffolk, VA 23435-2696; via e-mail at C2OIX_Reg@navy.mil; or by calling (757) 203-0338 or 0339. New PLA will be activated via messaging systems per OPNAV 5400 notice by request only. Additional information on naval messaging can be obtained at <https://sailor.nmci.navy.smil.mil> or by contacting COMNAVNETWARCOM at numbers in this subparagraph.

c. Director, Navy Staff, Organization and Management Branch (DNS-12) will revise reference (b) per organization action directed in this notice.

d. This is advance change 18-21 to reference (b).

6. Records Management.

a. Records created as a result of this notice, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the Department of the Navy Assistant for Administration, Directives and Records Management Division portal page

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at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this notice or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

7. Cancellation Contingency. This notice will remain in effect for 1 year or until superseded, whichever occurs first. The organization action will remain effective until changed by Director, Navy Staff.

D. A. BEAUDOIN
Director of Administration

Releasability and distribution:

This notice is cleared for public release and is available electronically only via Department of the Navy Issuances Web site, <https://www.secnav.navy.mil/doni/default.aspx>.